

# Transgender, Gender Nonconforming, and Intersex (TGI) Health and Wellness Fund

TGI Community Care Grants: Track 2

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REQUEST FOR INTEREST [23-10736]



State of California  
California Department of Public Health  
1616 Capitol Ave,  
Sacramento, CA 95814

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# 1. GRANT OPPORTUNITY

## 1.1. RFI OVERVIEW

The purpose of this Request for Information (RFI) is to identify applicants interested in receiving a grant from the Transgender, Gender Nonconforming and Intersex Wellness and Equity Fund (TGI Fund). Selected applicants will receive Contract and Project Development support from the California Department of Public Health (CDPH).

## 1.2. GRANT OVERVIEW

CDPH allocated \$6.08 million to fund programs authorized under [Health and Safety Code \(HSC\) §150900](#) for TGI-Serving organizations with budgets that do not average more than \$1,000,000 per year over the past three (3) fiscal years. The goal of this grant is to support the development and expansion of services that are responsive to the needs of TGI communities in California and to increase the capacity of TGI-Serving organizations capable of providing these services.

Up to fifteen (15) applicants will receive a distribution of the total funding amount, with each award broken down into \$10,000 mini-grants for contract and project development, and program grants up to \$395,000, totaling up to \$405,000.

## 1.3. ALLOWABLE AND UNALLOWABLE ACTIVITIES

### EXAMPLES OF ALLOWABLE ACTIVITIES:

- (1) Therapeutic Arts Programs, including but not limited to:
  - a. Dancing (e.g., ballroom)
  - b. Painting
  - c. Writing
  - d. Performing arts
  - e. Visual art
  - f. Film and media
  - g. Storytelling
- (2) Spiritual/Faith Based Care
- (3) Cultural Organizing and/or Programming (e.g., Fa'afafine dance, Two-Spirit drum circles)
- (4) Support Groups
- (5) Supportive Housing Programs (see [Health and Safety Code \(HSC\) §150900](#))
  - h. Case management, including but not limited to:
    - i. Job placement assistance
    - ii. Needs assessments
    - iii. Crisis interventions
  - i. Financial assistance, including but not limited to (e.g., paying for rent, coordinating mutual aid support)
  - j. Assistance in receiving and utilizing housing vouchers
  - k. Navigation centers, emergency housing, transitional housing

- I. Other Social Service Programs that provide stabilizing factors for those facing housing insecurity, including but not limited to:
  - i. Transportation Assistance
  - ii. Programs that supply basic needs (e.g., paying for basic needs items, first-aid supplies, wound care items, menstrual products, provision of gender-affirming accessories)
  - iii. Workplace development program (e.g., TGI specific certification or credentialing program), leadership development, education, life skills workshops.
  - iv. Support for name changes and gender markers
  - v. Securing safety for TGI individuals/Care team pod-mapping/Creating safety plans
    - 1. Physical safety teams
    - 2. Digital safety infrastructure-wise
    - 3. Self-defense classes
  - vi. Sex worker support/safety
- m. Education & training for healthcare providers to increase TGI culturally responsive care

CDPH recognizes that some of the activity examples may use overlapping multi-strategy approaches.

**EXAMPLES OF UNALLOWABLE ACTIVITIES:**

- (1) Activities for which the grant award will supplant existing funding
- (2) Clinical services
- (3) Research
- (4) Political activities
- (5) Capital expenditures
- (6) Direct financial assistance outside of a supportive housing program
- (7) Provision of food

**1.4. GRANT PRIORITY POPULATIONS**

GHEs is committed to prioritizing the needs of intersectional identities and recognizes the unique challenges individuals face at the crossroads of multiple marginalized identities. Applications that demonstrate a strong understanding and intentional approach toward addressing intersectionality among the priority populations will be given increased weight during the assessment process. All applications must address at least one (1) of the following TGI Fund priority populations:

- (1) Black, Indigenous, and other People of Color (BIPOC) TGI Californians**
- (2) TGI Californian children and youth**
- (3) TGI Californians with disabilities**

**(4) Geographically isolated TGI Californians**

- a. Including those physically separated or with limited access to resources, services, and opportunities due to remote location or lack of transportation options

**(5) Economically vulnerable TGI Californians**

- a. Including unhoused people and individuals engaged in survival economies

**(6) Legally vulnerable TGI Californians**

- a. Including immigrants, undocumented individuals, unhoused people, currently and formerly incarcerated people, youth engaged in and recently transitioned from the foster care systems, and sex workers

All program grant applicants are required to center TGI populations within proposed projects on the cited priority populations. CDPH encourages programs to address specific sub-populations, acknowledging that some population definitions, such as Asian and Pacific Islander (API), are too broad to effectively address shared experiences.

### 1.5. GRANT FUNDING AND STRUCTURE

CDPH anticipates awarding up to fifteen (15) TGI Community Care grants of up to \$405,000 each in two (2) phases, as exhibited in the table below.

Funding Opportunity	Max # Grants Awarded	Max Individual Grant Amount	Grant Duration	Total Awards
Phase I: Contract and Project Development Mini-Grant	Fifteen (15)	\$10,000	Three (3) months	\$150,000
Phase II: Implementation of TGI Community Care Grants	Fifteen (15)	\$395,000	Forty-Eight (48) months	\$5.93 million
<b>Total</b>	<b>Fifteen (15)</b>	<b>\$405,000</b>	<b>Fifty-One (51) months</b>	<b>\$6.08 million</b>

In Phase I, grantees will receive \$10,000 mini-grants for staff time for the development of their project, as well as the completion of all necessary requirements in order to contract with the State.

The following is a list of documents that are required in order to enter into a grant agreement with the State. However, these documents are not required for application submission:

- Required Contracts Documents Checklist
- Narrative
- Budget Sheet

- A minimum of ten percent (10%) of the total award must be allocated to evaluation activities.
- Compliance with Economic Sanctions in Response to Russia’s Actions in Ukraine Form (If Applicable)
- Payee Data Record (STD 204)
- CDPH 9083 – Government Agency Taxpayer ID Form
- California Civil Rights Law Attachment

Grantees will be required to execute Sample Grant Agreement (CDPH 1229).

Upon successful completion of Phase I, grant recipients will execute an agreement with the State for up to \$395,000 to execute its proposed grant project. Phase II funding is dependent on the applicant’s successful completion of their Phase I activities.

## 1.6. GRANT APPLICANT QUALIFICATIONS

The following minimum qualifications are all required for the submitted application to be considered:

### MINIMUM QUALIFICATIONS:

The applicant must have at minimum, the following qualifications and experience:

- (1) Must be a TGI-Serving Organization. A “TGI-Serving Organization” is a public or non-profit organization with a mission statement on January 1, 2023, that centers serving transgender, gender nonconforming, and intersex people, and where at least sixty-five (65%) percent of the clients of the organization are TGI between January 1, 2020, and December 31, 2022.\*
- (2) TGI-Serving Organization must be a:
  - a. 501(c)(3) non-profit community-based organization; or
  - b. Fiscally sponsored by a 501(c)(3) non-profit community-based organization.
- (3) The TGI-Serving Organization must have an operating budget averaging less than \$1,000,000 per year over the past three (3) fiscal years, inclusive of the budgets for any offices, divisions, or other bodies that are part of and subordinate to the organization

*\* The legal definition of a TGI-Serving Organization does not include a program of a non-profit organization or University. The mission statement and client percentage requirements cited above must belong to that of the entire organization, not just one program of a larger organization. A mission statement that centers around serving transgender, gender nonconforming and intersex (TGI) people specifically names serving TGI people as the organization's primary purpose. Organizations that center TGI persons in their mission statement may also serve others, but the primary focus must be on TGI persons. Organizations with mission statements that more broadly serve LGBTQ+ persons, but without a primary focus on serving TGI persons will not qualify to be awarded funding. In this case, the organization is the legal entity*

*applying. The statute allows a non-TGI-serving organization to be awarded funding if they are applying as fiscal sponsor for a TGI-Serving Organization that does not have its own legal status as a 501(c)(3) nonprofit organization.*

Organizations that meet the above stated minimum requirements may partner with a non-profit organization that serves as its fiscal sponsor. The fiscal sponsor shall pass all funding to the organization but may charge a reasonable, or industry standard fee for administrative costs of not more than sixteen (16%) percent.

The Department reserves the right to ask for documentation of minimum qualifications at any point during the proposal evaluation or term of the contract, should the applicant be awarded a contract. If adequate documentation is not provided, the application may be required to return all grant funds.

#### **DESIRED QUALIFICATIONS:**

Assessment of applicant qualifications will be based on the following criteria:

- (1) Organization demonstrates commitment to and/or successful record of serving TGI priority population(s), e.g., history with TGI population(s) and/or current staff/board members with lived experiences.
- (2) Organization has successful record of implementing or can demonstrate that it has the capacity to provide “health and wellness” services to TGI communities.
- (3) Organization has successful record of serving priority population(s) in a culturally and linguistically responsive manner, including serving priority population(s) in their native language.

## **1.7. GRANT TECHNICAL ASSISTANCE**

CDPH will employ an external Technical Assistance Provider (TAP) to support each grant recipient through the two (2) phases. In Phase I of the grant, the TAP will provide each grant recipient extensive technical assistance to develop and complete all required documents necessary to enter a contract with the State for implementation of its proposed grant project. Specifically, the TAP will provide Phase I grant recipients with the following TA:

- Program design, refinement and documentation;
- Organization design, refinement and documentation;
- Assistance sourcing of subcontractors;
- Program workplan design, refinement and documentation;
- Program budget planning, design, and documentation; and
- Other support as identified to successfully complete Phase I.

In addition, each grant recipient will be responsible for developing an evaluation plan for which it will receive guidance and TA from CDPH.

While substantial TA will be available, mini-grant recipients are still responsible for fulfilling Phase I requirements and the allocation of sufficient resources for the successful completion of Phase I.

During Phase II, the TAP will provide training and technical assistance to grantees to expand their organizational capacity. The TA will be customized to meet grantees' individual needs, including but not limited to:

- Administrative support;
- Program development and improvement;
- Strategic planning;
- Technological development;
- Expanding capacity in grant writing and applying for other funding opportunities; and
- Developing networks and other strategic relationships.
- Other support as identified.

At the direction of CDPH, the TGI TAP will provide support as needed and feedback at established intervals.

## 2. GRANT APPLICATION INSTRUCTIONS

### 2.1. APPLICATION OVERVIEW

This RFI, the evaluation of the applications, and the award of any resultant grant will be governed by the rules of this section and applicable State policy.

Applicants must submit only one (1) response to this grant opportunity. Multiple submissions will not be considered. In the event that multiple applications are submitted by the same applicant, only the first application that was submitted prior to the submission deadline will be considered.

Applicants may withdraw or modify a submitted application before the deadline to submit applications by sending an email to [TGIUnit@cdph.ca.gov](mailto:TGIUnit@cdph.ca.gov). Applications cannot be changed after the deadline to submit.

### 2.2. KEY DATES

Key dates and times for the program are indicated below.

DATE (Times in PDT)	KEY ACTION
October 2, 2023	Grant Guidelines and Application (RFI) Released
October 10, 2023 4:00 p.m. – 6:00 p.m.	Pre-Application Conference ( <i>Optional</i> )
October 16, 2023 before 5:00 p.m.*	Deadline for Written Question Submission
October 20, 2023	Responses to Written Questions Published on Website
<b>November 17, 2023 by 11:59:59 p.m.</b>	<b>Deadline for Application Submission</b>
December 20, 2023 ( <i>Estimate</i> )	Notice of Intent to Award Posted at CDPH



DATE (Times in PDT)	KEY ACTION
January 8, 2024 <i>(Estimate)</i>	Mini-Grants Issued
February 1, 2024 <i>(Estimate)</i>	Grant agreement begins

(\*No later than 4:59:59 p.m.)

### 2.3. PRE-APPLICATION CONFERENCE (OPTIONAL)

An optional pre-application conference will be held at the date and time listed in Section 2.2, Key Action Dates, and will take place virtually. Information on registering for the event can be found on the [TGI Wellness and Equity Unit’s website](#).

During the pre-application conference, prospective applicants will have access to Spanish interpretation services.

CDPH strives to comply with the Americans with Disabilities Act (ADA) and will ensure that the pre-application conference is accessible to persons with disabilities and make aware that this notice is available to the public in appropriate alternative formats when requested. For individuals with disabilities, CDPH will provide assistive services such as sign-language interpretation, real-time captioning, note takers, reading or writing assistance, and conversion of meeting materials into Braille, large print, audiocassette, or electronic form. To request such services, please request via email to [TGIUnit@cdph.ca.gov](mailto:TGIUnit@cdph.ca.gov) before 5:00 p.m. on October 6, 2023.

### 2.4. APPLICATION QUESTIONS

Prospective applicants may submit questions regarding the program and funding application process via email to [TGIUnit@cdph.ca.gov](mailto:TGIUnit@cdph.ca.gov) by the date and time listed in Section 2.2, Key Action Dates. All changes will be posted on the [TGI Wellness and Equity Unit’s website](#). It is the responsibility of all proposed applicants to continuously monitor the TGI Fund website for modifications and clarifications.

### 2.5. ELECTRONIC SUBMISSION

The RFI associated with this program is hosted on the Office of Health Equity Grant Portal. A link to the portal will be posted on the [TGI Wellness and Equity Unit’s website](#). All grant applications must be completed and submitted by November 17, 2023 before 11:59:59 p.m. PDT. It is the responsibility of the applicant to ensure that the application is submitted prior to the application deadline and should allow enough time to mitigate against potential technical issues and delays.

In addition to having a Spanish version of the RFI, applicants will also be able to utilize the Grant Portal to submit their responses in Spanish.

## 2.6. APPLICATION ASSESSMENT

To review all applications, CDPH will organize an assessment team. Assessment team members shall have no financial conflict to any organizations applying for grants. The assessment team members will review each application thoroughly and assign a final value.

The applications will be assessed in two stages:

### STAGE 1. ADMINISTRATIVE COMPLIANCE (PASS/FAIL)

CDPH will review applications for compliance with requirements and completeness. Applications that fail Stage 1 will be deemed administratively non-compliant and eliminated from further assessment.

### STAGE 2. APPLICATION ASSESSMENT

Applications that pass Stage 1 will be assessed based on the following criteria (maximum points available for each criterion are noted):

Assessment Criteria	Maximum Possible Points
Organizational Readiness to Implement Proposed Project	50
Project Design and Approach	50
<b>Maximum Total Points Possible</b>	<b>100 Points</b>

**A minimum of eighty (80) points out of the one hundred (100) possible points must be achieved to be eligible for the funding.**

CDPH retains the right to verify the applicant organization's mission and other statements provided in the application using which may include, but is not limited to, organization web pages, annual reports, and third-party websites. CDPH further reserves the right to clarify information provided in the application through written and/or oral correspondence.

## 2.7. GRANTEE AWARD APPEALS PROCEDURES

An applicant who has submitted an application and was not funded may file an appeal with OHE. Appeals must detail the reason, law, rule, regulation, or practice that the applicant believes has been improperly applied in regard to the evaluation or selection process. There is no appeal process for applications that are submitted late or are incomplete. Appeals must be sent by email to [TGIUnit@cdph.ca.gov](mailto:TGIUnit@cdph.ca.gov) and must be received within five (5) business days following intent to award is announced.

## 2.8. CONTACT INFORMATION

All communications regarding this grant, unless otherwise specified, should be directed to the following:

Malina Keaton  
Gender Health Equity Specialist  
California Department of Public Health  
1616 Capitol Ave  
Sacramento, CA 95814  
Email: [TGIUnit@cdph.ca.gov](mailto:TGIUnit@cdph.ca.gov)

## 2.9. ATTACHMENTS

### [ATTACHMENT 1 – Track 2 Instruction Sheet](#)

#### **Section 1: Grant Applicant Requirements**

- Must be a TGI-Serving Organization. A “TGI-Serving Organization” is a public or non-profit organization with a mission statement on January 1, 2023, that centers serving transgender, gender nonconforming, and intersex people, and where at least sixty-five (65%) percent of the clients of the organization are TGI between January 1, 2020, and December 31, 2022.
- TGI-Serving Organization must be a:
  - o 501(c)(3) non-profit community-based organization; or
  - o Fiscally sponsored by a 501(c)(3) non-profit community-based organization.

The TGI-Serving Organization must have an operating budget averaging less than \$1,000,000 per year over the past three (3) fiscal years, inclusive of the budgets for any offices, divisions, or other bodies that are part of and subordinate to the organization

#### **Section 2: Key Application Information**

- Applicants must only submit only one (1) application per organization
- The RFI will be hosted on the Office of Health Equity Grant Portal
- Applications are due **November 17, 2023, by 11:59:59 p.m.**

#### **Section 3: Completing the Application**

- Please ensure that answers adhere to the word count stated for each question (where applicable)
- Please ensure that all sections of the application are fully addressed
- Attachment 3 and 4 provide a list of important acronyms and define key terms that are helpful to guide applicants through the RFA but are not required for submission

**ATTACHMENT 2 – Grant Application Form**

<b>A. Project Name</b>
Please state the project name:
<b>B. Project Summary</b>
Provide a concise description of the proposed project that summarizes what will be done, for whom, to address what need and to achieve what outcome or result. (Limit to 75 words):
<b>C. Applicant Information</b>
Organization Name:
Contact Person Name (First/Last):
Telephone Number:
Email Address:
Address (Street Name, City, State):

**D. Fiscal Sponsor Information (If Applicable)**

Fiscal Sponsor Name:

Contact Person Name (First/Last):

Telephone Number:

Email Address

Address (Street Name, City, State):

**E. Applicant Organization Description**

Applicant organization name, principal programs and activities. Attach resumes of key individuals (limit to 150 words):

**F. Organizational History:**

Briefly summarize the history of your organization, how many years you've formally and/or informally been operating, and what services you have provided to the community. (Limit to 450 words):

**G. Applicant Organization Mission Statement**

Organization mission statement on/or before January 1, 2023. (Limit to 150 words):

**H. Annual Operating Expense Certification**

By initialing this area, I certify that our organization’s annual operating budget did not average more than \$1,000,000 per year over the past three (3) fiscal years:

Initial here: \_\_\_\_\_

**I. Client Composition Certification**

By initialing this area, I certify that at least 65 percent of the clients that our organization currently serves are transgender, gender non-conforming and/or intersex:

Initial here: \_\_\_\_\_

**J. Needs Summary**

Describe the community needs the proposed project addresses (limit to 75 words):

### **K. Populations Served**

Select all that apply:

- BIPOC Californians
- Californian intersex persons
- Californian children and youth
- Californians with disabilities
- Geographically isolated Californians
- Economically vulnerable Californians
- Legally vulnerable Californians

Describe who the project will serve, including key priority populations and geographic areas served (limit to 75 words):

### **L. Project Goals and Activities**

Please describe up to three project goals. For each goal, list and describe your proposed activities to reach your goal. For each activity, estimate how many program participants you expect to serve. Applicants should carefully plan this section, which serves as the project “roadmap.” (Limit to 750 words):



**M. Organizational Capacity**

Please describe the current capacity of your organization. Describe your financial resources (major grants, donations, etc.), staff (volunteer and paid), and equipment that your organization currently has at its disposal. Also describe the projects that your organization is currently implementing (limit to 450 words):

**N. Organizational Infrastructure Needs**

*This section will NOT be evaluated for the purpose of awarding grants.*

After CDPH approves applications to move on to the next phase of the process, CDPH will provide you with support to help you further design your project and finalize your grant agreement. In addition to grant funding, please describe the top three areas of support you might need. (limit to 75 words):

### **ATTACHMENT 3 – List of Acronyms**

**CDPH** – California Department of Public Health

**GHEs** – Gender Health Equity Section

**PCC** – Public Contracting Code

**RFI** – Request for Information

**TA** – Technical Assistance

**TGI** – Transgender, gender nonconforming, and intersex

## ATTACHMENT 4 – Guidelines Terms and Definitions

**Gender nonconforming** – “Gender nonconforming” is an inclusive term used to describe individuals who may experience a gender that is neither exclusively male nor female or in-between or beyond both of those genders, including, but not limited to, nonbinary, gender fluid, agender or without gender, third gender, genderqueer, gender variant, Two-Spirit, Hijra, Kathoey, Mak nyah, Muxe, Waria, Mahu, and Fa’afafine.

**Health care** – means all of the following:

- A. Medical, behavioral, and spiritual care, which includes, but is not limited to, guided meditation and nondenominational therapy.
- B. Therapeutic arts programs, which includes, but is not limited to, dancing, painting, and writing classes.
- C. Services related to substance use disorder or substance abuse.
- D. Supportive housing as a mechanism to support TGI-identified individuals in accessing other social services.

**Intersex** – “Intersex” is an umbrella term referring to people whose anatomy, hormones, or chromosomes fall outside the strict male and female binary.

**TGI Fund** – Transgender, Gender Nonconforming, and Intersex Health and Wellness Fund

**TGI-serving organization** – A “TGI-serving organization” means either of the following:

- A. A public or non-profit organization with a mission statement that centers around serving transgender, gender nonconforming, and intersex people, and where at least 65% of the clients of the organization are TGI.
- B. A non-profit that serves as the fiscal agent or sponsor for an organization described in (a). A non-profit that is serving as a fiscal agent or sponsor shall pass all funding to the organization, but may charge a reasonable or industry standard fee for administrative costs of not more than 16%.

**Transgender** – “Transgender” is broad and inclusive of all gender identities different from the gender a person was assigned at birth